

## **Chapter 6**

### **BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES**

**[HISTORY: Adopted by the Board of Selectmen of the Town of Granby as indicated in article histories. Amendments noted where applicable.]**

#### **GENERAL REFERENCES**

Parks and recreation areas — See Ch. 121.

Sewers — See Ch. 138.

#### **ARTICLE I**

##### **Community Action Agency [Adopted 8-26-1968]**

###### **§ 6-1. Designation.**

The Board of Selectmen hereby designates the Community Renewal Team of Greater Hartford to be the Community Action Agency in the Town of Granby.

#### **ARTICLE II**

##### **Water Pollution Control Authority [Adopted 9-15-1968; amended in its entirety 11-1-1971]**

###### **§ 6-2. Creation.**

The Town of Granby hereby creates a commission to be known as the "Granby Water Pollution Control Authority," which shall be the sewer authority for the Town of Granby, pursuant to § 7-246 of the General Statutes of Connecticut, as amended, which shall exercise such powers and duties as now are or hereafter may be conferred upon such sewer authorities by the said General Statutes.

###### **§ 6-3. Membership.**

The Board of Selectmen shall serve as the Water Pollution Control Authority.

#### **ARTICLE III**

##### **Park and Recreation Board [Adopted 3-18-1971]**

###### **§ 6-4. Creation.** [Amended 11-1-1993]

There shall be and hereby is created a Park and Recreation Board, hereinafter referred to as the "Board," pursuant to Chapter 6 of the Charter of the Town of Granby, Connecticut.

###### **§ 6-5. Membership; appointment; terms.**

The Board shall consist of seven members who shall be appointed by the Board of

Selectmen in accordance with Chapter 6 of the Charter. Four members shall be appointed within 30 days of the adoption of this article whose terms shall expire at 12:00 noon on the second Monday in January 1972. Three members shall be appointed within 30 days of the adoption of this article whose terms shall expire at 12:00 noon on the second Monday in January 1973. Thereafter four members shall be appointed for two-year terms, expiring at 12:00 noon on the second Monday in January of the even-numbered years, and three members shall be appointed for two-year terms, expiring at 12:00 noon on the second Monday in January of the odd-numbered years. The Board shall select its own Chairman and adopt its own rules of procedure.

**§ 6-6. Duties and responsibilities.** [Amended 11-1-1993]

The Board is charged with the following duties and responsibilities, which shall be exercised in coordination with the Granby Recreation Department and the Director of Recreation and Leisure Services:

- A. To advise the Board of Selectmen concerning Granby Parks and Recreation Department services, including advice on policies, proposals, programs and financial management.
- B. To establish and maintain policies for the use, expansion, development, operation and maintenance of all recreation, park land and open spaces of the Town of Granby and to submit these policies to the Board of Selectmen for approval.
- C. To evaluate proposals for any park or open space land acquisition and to make recommendations to the Board of Selectmen.
- D. Annually to review and evaluate established programs and review proposals for new programs, to make recommendations concerning program deletions or expansion, to review proposals for new programs and, in conjunction with the Director of Recreation and Leisure Services, to make recommendations for their establishment.
- E. Review the annual general fund and annual capital budget proposal prepared by the Director of Recreation and Leisure Services. In conjunction with the Director of Recreation and Leisure Services, advise the Board of Selectmen concerning program fees and funds.

ARTICLE IV  
**Development Commission**  
[Adopted 3-18-1971]

**§ 6-7. Creation.** <sup>1</sup>

Pursuant to Chapter 6 of the Charter of the Town of Granby, and in accordance with C.G.S. § 7-136, there is hereby created a commission, hereinafter referred to as the "Granby Development Commission," which shall serve as a staff and advisory agent of the Board of Selectmen in the development field.

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1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

**§ 6-8. Membership; appointment; terms.**

The Commission shall consist of six members who shall be appointed by the Board of Selectmen in accordance with Chapter 6 of the Charter. Three members shall be appointed within 30 days of the adoption of this article whose terms shall expire at 12:00 noon on the second Monday in January 1972. Three members shall be appointed within 30 days of the adoption of this article whose terms shall expire at 12:00 noon on the second Monday in January 1973. At the expiration of these terms, members shall be appointed to serve two-year, overlapping terms. The Commission shall select its own Chairman and adopt its own rules of procedure.

**§ 6-9. Duties and responsibilities.**

The Commission is charged with the following duties and responsibilities:

- A. Provide a forum for determination of development goals and make recommendations to the Board of Selectmen on same.
- B. Mobilize resources of the Town to attract desirable industrial, commercial, and residential growth.
- C. Act as a liaison between the Town and developers to facilitate understanding and beneficial development.
- D. Seek out commercial and/or industrial enterprises for location in the Town.
- E. Through knowledge of zoning and land use patterns and needs of industrial and commercial developers, advise the Board of Selectmen and Planning and Zoning Commission on both general and specific matters relating to development.

ARTICLE V  
**Inland Wetlands and Watercourses Commission**  
**[Adopted 1-7-1974]**

**§ 6-10. Creation.<sup>2</sup>**

There shall be an Inland Wetlands and Watercourses Commission established in accordance with an Act Concerning Inland Wetlands and Watercourses (C.G.S. § 22a-42).

**§ 6-11. Powers and responsibilities.<sup>3</sup>**

Said Commission shall have all the powers and responsibilities authorized under said C.G.S. § 22a-42.

**§ 6-12. Membership; appointment; terms.**

- A. The Commission shall be composed of seven members appointed by the Board of

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2. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

3. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

Selectmen. Not more than five Commissioners shall be members of the same political party as provided in § 9-167a of the Connecticut General Statutes.

- B. The Board of Selectmen shall appoint seven members who may be drawn from the citizens at large or from applicable boards or commissions in the Town. The first three such persons shall serve for a period of two years, term to run until the second Monday of January 1976; the second four persons shall serve until the second Monday of January 1978. At the expiration of these terms, members shall be appointed to serve for four-year terms.

**§ 6-13. Vacancies.**

- A. Any vacancy in the membership of the Commission which may occur through death, resignation or otherwise may be filled for the unexpired term of such member by the Board of Selectmen.
- B. In the event that a Commission member misses four consecutive meetings, the Chairman may remove the member, and the vacancy thus created may be filled for the unexpired term by the Board of Selectmen.

ARTICLE VI  
**Conservation Commission**  
**[Adopted 12-4-1995]**

**§ 6-14. Creation; membership; terms; duties.**

There is hereby created a Conservation Commission, consisting of seven members appointed by the Board of Selectmen for four-year overlapping terms, which shall have all the powers and duties specified in C.G.S. § 7-131a(b) and (c), as the same may be from time to time amended, and such other duties and responsibilities as may be imposed upon it by the Board of Selectmen.

**§ 6-15. Effective date; initial membership.**

This article shall become effective on the second Monday of January 1996. The Conservation Commission created hereunder shall initially consist of the four members of the present Conservation Commission whose terms of office are to expire on the second Monday of January 1998, whose terms on the Conservation Commission created hereunder shall continue to be deemed to expire on that date, and three members appointed by the Board of Selectmen whose terms shall expire on the second Monday of January 2000.

ARTICLE VII  
**Commission on Aging**  
**[Adopted 4-5-2004]**

**§ 6-16. Establishment.**

The Town of Granby hereby establishes a Commission on Aging to study the needs of senior citizens, to provide support to the Senior Center staff, and aid in the support of

programs and activities of the aging.

**§ 6-17. Membership; appointment; removal.**

- A. Said Commission shall consist of nine members who shall be electors in the Town of Granby, five to be over 60 years of age. Each member shall serve for a term of two years. The seven members serving as the Commission under the ordinance of February 13, 1980, shall continue to serve with the same dates for the termination of their respective terms of appointment. The initial terms of the two additional members to be appointed pursuant to this article shall expire on January 10, 2005. The Board of Selectmen will appoint all members.
- B. Any member missing three consecutive meetings without an acceptable reason may be asked to resign. The Board of Selectmen may remove any member for cause. The Board of Selectmen shall name a replacement. In addition to the nine regular members of the Commission, the Director of Human Services, the First Selectman and the Town Manager, or their representative, shall be nonvoting ex officio members of the Commission.

**§ 6-18. Compensation.**

Members of the Commission on Aging shall serve without compensation.

**§ 6-19. Powers and duties.**

- A. The Commission on Aging shall serve in an advisory capacity to the Board of Selectmen and staff of the Senior Center and function as ombudsman to the senior population of Granby.
- B. The Commission on Aging shall foster understanding, respect, and involvement of older adults in the life of the community.
- C. The Commission on Aging shall promote senior citizens equal access to Town resources, facilities, and programs.
- D. The Commission on Aging shall, from time to time, form subcommittees to assist in the development and promotion of senior programs.

**§ 6-20. Reports.**

The minutes of the Commission on Aging meetings shall be distributed to all members and as may be required by law.

ARTICLE VIII  
**Aquifer Protection Agency**  
**[Adopted 7-6-2004]**

**§ 6-21. Designation; membership; training.**

- A. In accordance with the provisions of Connecticut General Statutes §§ 22a-354o et seq., the Planning and Zoning Commission is hereby designated as the Aquifer

Protection Agency (hereinafter the "Agency") of the Town of Granby and the staff of the Planning and Zoning Commission shall serve as the staff of the Agency.

- B. Members of the Planning and Zoning Commission shall serve coexisting terms on the Agency. The membership requirements of the Agency shall be the same as those of the Planning and Zoning Commission, including, but not limited to, the number of members, terms, method of selection and removal of members, and filling of vacancies.
- C. At least one member of the Agency or staff of the Agency shall complete the course in technical training formulated by the Commissioner of Environmental Protection of the State of Connecticut pursuant to the Connecticut General Statutes § 22a-354v.
- D. The Agency shall seek advice from and cooperate with the Inland Wetlands and Watercourses Commission of the Town of Granby and shall also solicit input from Granby citizens with specific expertise in aquifer mapping and protection.

**§ 6-22. Regulations to be adopted.**

- A. The Agency shall adopt regulations in accordance with the Connecticut General Statutes § 22a-354p and R.C.S.A. § 22a-354i-3. Said regulations shall provide for:
  - (1) The manner in which boundaries of aquifer protection areas shall be established and amended or changed.
  - (2) Procedures for the regulation of activity within the area.
  - (3) The form for an application to conduct regulated activities within the area.
  - (4) Notice and publication requirements.
  - (5) Criteria and procedures for the review of applications.
  - (6) Administration and enforcement.

**§ 6-23. Inventory of land use.**

- A. In order to carry out the purposes of the Aquifer Protection Program, the Agency will conduct an inventory of land use within the area to assess potential contamination sources.
- B. Not later than three months after approval by the Commissioner of the Connecticut Department of Environmental Protection of level B mapping of aquifers, the Agency will begin to inventory land uses overlying the mapped zone of contribution and recharge areas of such aquifers in accordance with guidelines established by the Commissioner pursuant to the Connecticut General Statutes § 22a-354f. Such inventory shall be completed not more than one year after authorization of the Agency.

**ARTICLE IX**

**Agricultural Commission**  
**[Adopted 4-16-2007]**

**§ 6-24. Establishment; appointment; terms.**

There is hereby established an Agricultural Commission, consisting of seven members to be appointed by the Board of Selectmen, each for a term of four years to expire on the second Monday in January, except that three of the members initially appointed shall serve until the second Monday in January 2009 and four of the members initially appointed shall serve until the second Monday in January 2011. In making appointments to the Agricultural Commission, the Board of Selectmen shall consider persons engaged or interested in agriculture, farm management, and the promotion of agriculture.

**§ 6-25. Duties and responsibilities.**

The Agricultural Commission shall support, promote, and encourage agriculture and agricultural pursuits. It shall serve as a conduit between nonprofit agencies and persons engaged in agricultural pursuits locally. It shall advise the Board of Selectmen on issues relating to agriculture, the Planning and Zoning Commission on land uses and areas deemed especially useful for agricultural purposes and other zoning and planning concerns related to agriculture and other Town officials, officers, departments, boards, commissions, and agencies on agricultural issues within their respective purview and shall serve as a resource regarding laws and regulations dealing with agriculture and agricultural equipment. The Commission shall search out and support opportunities for young farmers and new farmers and support local, regional, and state vocational agricultural education programs. It shall assist in the resolution of any conflicts between agricultural interests and organs of Town government. It shall serve a role in public education about the value and desirability of agricultural pursuits.

**§ 6-26. Election of officers; meetings.**

The members of the Commission, at their first meeting and annually thereafter on their first meeting after the second Monday in January, shall elect from among themselves a Chairperson and a Secretary. They shall establish, and from time to time reestablish, a regular schedule of meetings. They may adopt rules for the conduct of their business and shall file with the Town Clerk the minutes of their meetings.

**§ 6-27. Reports.**

The Commission shall report to the Board of Selectmen annually or as may be requested by the Board.